



San Diego Continuing Education
Faculty Hiring Priorities Committee
Minutes

Tuesday, March 21, 2018
4 p.m. – 5 p.m., ECC, Rm. 121

| ATTENDEES/ PROXIES | Committee Members | |
|-------------------------------|------------------------------|--------------------------|
| | John Bromma, Co-Chair | Esther Matthew- Absent |
| | Michelle Fischthal, Co-Chair | Joan McKenna |
| | | Henry Merritt- Absent |
| | Kathy Campbell- Absent | Laurie Mikolaycik |
| | Sean Caruana | Pat Mosteller |
| | Robin Carvajal | Timothy Pawlak- Absent |
| | Lorie Crosby Howell | Sam Phu- Absent |
| | Marquest Glover- Absent | Barbara Pongsrikul |
| | Michelle Gray | Cassandra Storey- Absent |
| | David Holden- Absent | Leslie Quinones- Absent |
| | Neill Kovrig- Absent | Carol Wilkinson |
| | Corinne Layton | |

Agenda Item A: Call to Order

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| DISCUSSION | <ul style="list-style-type: none"> The meeting was called to order by J. Bromma at 4:03 p.m. |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| <ul style="list-style-type: none"> None | <ul style="list-style-type: none"> N/A | <ul style="list-style-type: none"> N/A |

Agenda Item B: Review and Approval of Minutes

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| DISCUSSION | <p>February 21, 2018:</p> <ul style="list-style-type: none"> The minutes were M/S/C by Michelle Fischthal and Sean Caruana as is. Abstentions: None |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
|-----------------------------------------------------------------------------------------|----------------------------------------------------------------|------------------------------------------------------------------------|
| <ul style="list-style-type: none"> Post minutes on SDCE master calendar. | <ul style="list-style-type: none"> Ginger Davis | <ul style="list-style-type: none"> Before next meeting. |

Agenda Item C: New Business

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| DISCUSSION | <p>Prioritization List</p> <ul style="list-style-type: none"> All scores submitted were reviewed and discussed. |
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| | <ul style="list-style-type: none"> • Two versions were provided in which the raw scores were shown. The second version showed the averages of all of the scores. • Looking at both the raw and average scores, Emeritus ranked #1. • It's the committee's decision to decide which version of scores to use (Example: raw or average). • One suggestion was to see if those who did not respond could have time to respond and submit their scores; this would require the approval of the committee. • We need to remember this is a recommendation from the committee to the President. The President will have the final say on which positions will move forward based on the strategic priorities of the institution. • This is a process that will be repeated each year with revisions taken into account. • In order to move forward, a suggestion was to take the average scores for this year, since not every committee member submitted a score. If we take the average of all scores, we need to clarify which version to use. (Example: The raw score averages or the carry down score averages.) • If ESL actually had a position, then in theory, they should get that position back. Position numbers are coded for the department they report to. • This prioritization process does not include retirement positions; for any applicable positions, note as retirement. • When people retire and a department is phasing out, it doesn't always make sense to automatically replace a position. From an institutional level, we need to see where the positions are most needed. • We are trying to move towards a systemic data driven process. • APPROVED BY CONSENSUS- Instead of adding points to retirements, a note will be added to indicate which positions are retirements. <ul style="list-style-type: none"> ○ ABSTENSIONS: Laurie Mikolaycik • From this point forward, retirements need to be identified. Brief discussion noted a possible position in BIT and ESL positions coming in the fall. • In terms of next steps, we can, 1) finalize the retirement process at the April meeting or 2) move forward with what we have in place and revise the process in anticipation of next year. • APPROVED BY CONSENSUS: Move forward with the ranking utilizing average scores and send them to the president for final decision. Add a note that ranking was based on no open positions. |
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| ACTION ITEMS | PERSONS RESPONSIBLE | DEADLINE |
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| <ul style="list-style-type: none"> • Find out what positions are open. • Re-rank prioritization list by averages. • Send issues or concerns encountered in this year's prioritization process. | <ul style="list-style-type: none"> • Michelle Fischthal • John Bromma • FHPC | <ul style="list-style-type: none"> • Before next meeting. • Before next meeting. • As soon as possible. |

Agenda Item D: Continuing Business

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| DISCUSSION | Mid-Year Replacements Update- Extra Points <ul style="list-style-type: none"> • Add to next meeting. |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
|----------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|
| <ul style="list-style-type: none"> • None | <ul style="list-style-type: none"> • N/A | <ul style="list-style-type: none"> • N/A |

Agenda Item E: Roundtable

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| DISCUSSION | <ul style="list-style-type: none"> • N/A |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
|----------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|
| <ul style="list-style-type: none"> • None | <ul style="list-style-type: none"> • N/A | <ul style="list-style-type: none"> • N/A |

Agenda Item F: Next Meeting

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| DISCUSSION | <ul style="list-style-type: none"> • April 18, 2018, 4 p.m. – 5 p.m., PDC 106 (ECC Headquarters Building) |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| <ul style="list-style-type: none"> • None | <ul style="list-style-type: none"> • N/A | <ul style="list-style-type: none"> • N/A |

Agenda Item F: Adjournment

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| DISCUSSION | <ul style="list-style-type: none"> • The meeting was adjourned by J. Bromma at 5:03 p.m. |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
|----------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|
| <ul style="list-style-type: none"> • None | <ul style="list-style-type: none"> • N/A | <ul style="list-style-type: none"> • N/A |

Submitted by Ginger Davis, Sr. Secretary, VP Instruction

Approved on: 4/18/18